HEAVY ENGINEERING CORPORATION LIMITED, RANCHI
Advertisement No. RT/06/2019 dated 19.06.2019

RECRUITMENT NOTICE

Heavy Engineering Corporation Limited, Ranchi, a Central Govt. Public Sector Enterprise was established in the year 1958. It is one of the largest Engineering Complex in India. It manufactures and supplies capital equipments, machines and renders turnkey Project execution services required for the core sector industries. It has complete manufacturing set up which includes casting & forging, fabrication, machining, assembly and testing- all at one location backed by a strong design- engineering and technology team.

HEC Ltd is growing fast and catering to increasing market demand of its products and services. We invite applications from dedicated and committed professionals with high degree of initiative and intuitive forward thinking for the following posts:

Post, Grade & Scale of Pay	Max. Age as on 01.07.19	Minimum Qualification as on 01.07.2019	Post Qualification Experience as on 01.07.2019
Specialist Gr-II Grade: E-3 Rs 24,900 – 50,500/- Or Specialist Gr – I Grade: E-4 Rs.29,100 – 54,500/- 01 Post each (Total 05 post)	38 Years (for E-3 Grade) / 41 Years for E-4 Grade)	i) MBBS from any Medical College recognized by the Medical Council of India with one year Internship ii) Post Graduate degree or diploma in Surgery / Anaesthesia/ Pediatrician/ Radiologist/ENT	For Specialist Gr-II: In case of PG Degree Minimum 3 years' and in case of PG Diploma minimum 5 years' post qualification experience in a reputed organization/hospital in relevant field. For Specialist Gr-I: In case of PG Degree Minimum 6 years' and in case of PG Diploma minimum 8 years' post qualification experience in a reputed organization/hospital in relevant field.
General Duty Medical Officer (GDMO – I) Grade: E-2 Rs 20,600 – 46,500/- Two (02) Posts	35 Years	MBBS from any Medical College recognized by the Medical Council of India with one year Internship	03 (three) years post qualification experience in reputed organization in relevant field.

Depending upon the requirement the Corporation reserves the right to cancel/curtail/increase the number of posts without any notice and without assigning any reasons thereof.

Note: Internal Candidates and Candidates from other Central PSUs who have completed one year of service in immediate lower grade and fulfill conditions of requisite qualification, experience and age are eligible to apply.

Internal candidates are exempted from the limitation of age subject to having requisite qualification and experience.

Reservation:
Reservation and relaxations will be allowed in accordance with Govt. of India directives for SC/ST/OBC (Non Creamy Layer) / EWS (Economically Weaker Sections) & Physically Challenged candidates.

Other Benefits:
Depending upon qualification & experience, higher pay can be offered to deserving and high potential candidates. Besides basic pay, DA, CPF, other allowances, Medical facilities for self and dependent family members, accommodation (as per availability) or HRA are admissible as per the rules of the Corporation.

Selection Procedure: Selection will be through Personal Interview of shortlisted candidates.

Processing Fee:

For General, OBC (NCL) & EWS	Rs.800/- (Rupees Eight hundred) only
Fee Exemption	For Internal, SC/ST and Persons with Disability (PWD) Candidates

PROCEDURE FOR APPLYING:

STEP A: REGISTRATION

Eligible candidates can apply only through online registration system of HEC Ltd. To apply logon to: http://hecltd.com/jobs-at-hec.php The Online Registration is functional from 10.00 Hrs of 03.07.2019 to 17:00 Hrs of 23.07.2019. **No other means / mode of application shall be accepted.** HEC Ltd. will not be responsible for bouncing back of any email / message sent to the candidates.

Internal Candidates can collect and submit their application form in person from Recruitment Section, HECL Head Quarter.

1. Before registering and submitting their applications on the website the candidate should possess the following :-
    a. Valid Self E-mail ID and Mobile no.
    b. Scanned copy of recent coloured passport size photograph of the candidate with white back ground.
    c. Scanned signature of the candidate

2. **PHOTOGRAPH:** One recent coloured passport size photograph not more than three months old is to be scanned and uploaded in the space earmarked in the on-line application. The Photograph should be in JPG or JPEG format. The Size of the photograph should be between 20KB to 50KB.

3. **SIGNATURE:** Signature (in Black ink) against white background is to be scanned and uploaded in the space earmarked in the on-line application. Candidates must ensure the signature uploaded is maintained as same at all places viz. signature uploaded, appended on Undertaking, verification stage, etc. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his / her uploaded signature is clearly visible / identifiable at the appropriate place. The signature should be minimum 200 dpi (dots per inch) and in JPG or JPEG format. The Size of the signature should be between 10KB to 20KB.

4. Once candidate submit their data Online, System will display a unique Payment Reference Number and a link for making Payment of Processing Fee. Candidates have to click on that link and make the payment of processing fee.

5. While making the payment, System will again ask the details of Name, Mobile No. etc. and Payment Reference Number which was generated at the time of applying online. After making Processing Fee, System will generate a Registration Slip having unique Registration Number. Candidates should save it and/or take its printout and keep it in safe custody.

6. Candidate who wish to make the payment later on should click on the link: "Login – For Registered candidates" given on main page to: Reprint Registration Slip / To submit the Bank details and generate Registration Slip / To make the Payment of Processing Fee if provisionally Registered. This information will be asked only at ONE time for completing the Application, and after that a candidate can generate and take the print of Registration Slip again (if required).

7. It is mandatory to submit the details of SBI Collect Reference Number (10 digit alphanumeric reference number starting with DUxxxxxxxx) printed on e-receipt and deposit dates again in online portal by login through Payment Reference Number after making the payment. If a candidate fails to submit these details within due date after making the payment, his/her application shall be treated as incomplete and summarily be rejected.

8. Candidates should check that their Signature and Photograph are uploaded in the designated places in format before final submission of application.

9. **IMPORTANT:** A copy of this online APPLICATION FORM (Registration Slip) containing the registration number is to be printed, signed, and furnished along with SELF-ATTESTED HARD COPIES of the following documents in the given order only (from top to bottom):
a. High School certificate for proof of Date of Birth
b. Certificates of Academic & Professional qualifications and statements of marks of all the qualifications for all semesters/years (Xth, XIIth, Diploma/ Graduation/ Post-Graduation as applicable)
c. Proof of different periods of experience as claimed in the Application Form (if applicable)
d. Proof of different training programmes participated
e.SC/ST/OBC – NCL/PWD/EWS, Certificate in the prescribed format by Cent. Govt. of India (if applicable)
f. Proof of Identity & Address (Passport, Voter ID, Driving License, Aadhaar Card etc)
g. PAN Card
h. Any other document in support of your candidature
i. PWD Certificate as per latest format (if applicable).

Application Form / Registration Slip along with above documents is required to be sent through speed post / registered post, in an envelope clearly mentioning the Advertisement No. & Name of post, at the top, to "Deputy Manager (HR), Recruitment Section, Hqrs Admn. & Personnel, Hqrs Admn. Building, HEC Ltd, Plant Plaza Road, Dhurwa, Ranchi-834004, Jharkhand; latest by 02.08.2019, in case of late or non receipt of this printed application form your candidature for this post may summarily be cancelled.

The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible / allowed later.

STEP B: METHOD OF PROCESSING FEE PAYMENT

1. A link will be provided on the website for payment which would take the candidate to payment portal page only after making the successful registration. The candidate would then follow the instruction as given on the page to complete the payment. The candidate can make payment through Internet banking/ Debit Card (Visa or Masters) / Credit Card (Visa or Masters) / Bank Challan. After making the payment a Payment Slip will be generated on screen and candidates should take the print of that payment slip or save it for further reference.

2. Candidate who wish to make the payment later-on should click on the link: ***"Acknowledgement – For Registered candidates only"*** given on main page to: Reprint Registration Slip / to submit the Bank details and generate Registration Slip / To make the Payment of Processing Fee if provisionally Registered. This information will be asked only at ONE time for completing the Application, and after that candidate can generate and take the print of Registration Slip again (if required).

3. **It is mandatory to fill the payment details in online portal (Payment Collection Reference Number (10 digit alphanumeric reference number starting with DU) printed on e-receipt & date of deposit) by login again after making the payment**. If a candidate fails to submit these details within due date after making the payment, his/her application shall be treated as incomplete and shall be summarily rejected.

4. **Bank commission charges will be borne by the Applicants.** In case the candidate deposits the fee in a wrong account, HEC LTD will not be responsible. Processing fee deposited after **25.07.2019** will not be valid.

5. Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying for any post and payment of Processing Fee.

6. The call letter indicating Registration Number, Roll Number, Details of Venue and guidelines for the written test/interview will be made available on our website to the candidates found apparently eligible based on the online data only. The candidate has to download his/her Call Letter, Guidelines etc. for appearing in the written test/interview from the website only. **Please note that the Call Letter will not be sent by post. The message for downloading the call letter, etc. will be sent on the registered mobile number of the candidates.**

7. All information regarding this advertisement will be made available on the website: http://www.hecltd.com and no separate communication shall be made. Candidates must remain in constant touch with website http://www.hecltd.com for information regarding dates of written test/interview, downloading of call letter, result of written test/interview etc.

8. E-mail ID and Mobile number to be entered in online application form is mandatory. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online. Candidates are advised to keep the e-mail ID and Mobile number entered compulsorily in the online application form, active for at least one year. **No change in the**

email ID or mobile number will be allowed once entered. All future correspondence shall be made via E-mail and/or SMS only.

9. Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.

10. It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, while applying for the post.

11. Applications as per the above procedure will only be entertained.

12. Applicants can send their Query related to this advertisement to email Id: recruitment@hecltd.com

IMPORTANT DATES

SNo.	Particulars	Date
1.	Online Registration Start Date	03.07.2019 (10.00 Hrs)
2.	Online Registration Closing Date	23.07.2019 (17.30 Hrs)
3.	Last date of Remittance of Processing Fee/Charge in Bank (for already registered candidates only)	25.07.2019 (23.59 Hrs)
4.	Last date of Submission of Payment details in Online Portal (for registered candidates only)	25.07.2019 (23.59 Hrs)
5.	Last date of submission of hard copy of documents. (refer point 9 of STEP A)	02.08.2019 (17.30 Hrs)
6.	Availability of Call Letter on website / E-mail ID	10-15 days before the date of Interview / Written Test
7.	Tentative Date of Interview/Written Test	Will be notified on website

Note:
1. Applicants are advised to check the career section of our website regularly for regular updates.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. HEC LTD will not be responsible for network problems or any other problem in submission of online Application.
3. Applicants serving in Government / Quasi Govt., Public Sector Undertakings should apply through proper channel or produce "No Objection Certificate" from their present employer at the time of interview.
4. Mere fulfilment of the eligibility criteria will not confer any right on them for engagement and to be called for the interview. Corporation reserves the right to raise the minimum eligibility standards, to fill or not to fill all or any of the above positions and cancel/restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reasons whatsoever.
5. Canvassing in any form will disqualify the candidature of the candidate.
6. Court of jurisdiction for any dispute will be Ranchi, Jharkhand.

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